



General Library Item

Name Minutes 2008-04-09

Content

LANE COMMUNITY COLLEGE BOARD OF EDUCATION Minutes - April 9, 2008

1. Attendance

Board members present: Bob Ackerman, Pat Albright, Roger Hall, Pat Riggs-Henson, Paul Holman, Susie Johnston, and Tony McCown. Also present were: President Mary Spilde; Vice President Sonya Christian; Associate Vice President Greg Morgan; College Counsel Meg Kieran; Lane Community College Education Association President Jim Salt; Lane Community College Employees Federation President Bob Baldwin; and Associated Students of Lane Community College President Max McNally.

A. Chair Riggs-Henson called the meeting to order at 6:30 p.m.

B. President's Report

Since we just had a budget committee meeting, I will not go into details about the budget. I would like to report, however, that I am meeting with the Commissioner tomorrow to work out final details regarding our proposal for Strategic Investment Funds. I expect I will have a positive announcement on that soon.

We are moving forward with the implementation plan for the management group. We have a deadline of April 30 to decide which positions to fill this year. I fully expect to be able to use savings from some vacant positions to help with the ending fund balance.

The Committee on Accreditation for Respiratory Care (CoARC) reviewed the annual report submitted by our Respiratory Care program and acknowledged that our program met or exceeded expectations. They commended the college for the quality of our program as evidenced by our performance and recognized us for our commitment to continuous quality improvement in education.

Since the last meeting, I attended the Clinton Global Initiative University meeting. It was outstanding. I was one of thirty-two college and university presidents (six community college presidents) who had lunch with President Clinton. At the lunch, I brought up the need to engage community college students in this work and invited the Clinton Global Initiative to work with us on that. The president committed to doing so.

Sonya Christian and I collaborated with Mobility International to host a dinner for 24 disabled people from Central and South America. They are exploring accessibility issues. This is the second delegation we have hosted, and we look forward to closer ties with Mobility International.

Board members and the campus community are invited to attend the third annual International Day activities from 11:30 a.m. to 1:30 p.m. on Wednesday, May 7 in the cafeteria. Students in ESL and international credit students will perform songs and dances from their native countries. Teams also create displays about the many countries represented at Lane and ESL classes perform. In past years, students and staff have taught games, demonstrated martial arts, taught us how to write our names in Japanese, quizzed us on our language knowledge and modeled native dress.

This past weekend, Sonya and I attended the Phi Theta Kappa (PTK) annual convention and the American Association of Community Colleges (AACC) annual convention. For the first time ever, the closing session of PTK was held jointly with the opening session of AACC. The PTK convention is a cross between a rock concert and a political convention. We had two students attend—Megan Bagley and Dee Lauzon, who ran for and was elected to international office and advisor Velda Arnaud. I want to show you a short video clip just to give you a flavor of the event.

As you saw, Sonya received one of the administrator of the year awards. Dee was elected as an international officer, and Lane's chapter received three awards. All are to be congratulated but especially Dee, in particular, for giving a great speech, campaigning well, and representing Lane. This is the first time in thirty years that we have had a student serve on the international board of PTK.

Also, I was elected as the chair-elect of the AACC board. I believe that is a first for Lane.

I would like to request that we move the resolution on borrowing to the discussion/action items. I had intended that to happen and was not clear about that.

1) April Highlights

April 2008 Highlights at Lane Community College as offered in the board mailing were presented.

2) Personnel

The college's current personnel appointments were presented.

C. Board Agenda Review/Changes

Item 2D, Borrowing Resolution, was moved to Discussion/Action Item 4F.

D. Statements from Audience

Bob Baldwin, Purchasing Coordinator and LCCEF President, commented about problems in the bargaining process. He requested that President Spilde engage in an open forum regarding the budget during the spring conference.

Marcia Bell, LCCEF Membership Chair and Enrollment Services representative, respectfully requested that President Spilde set aside time at the spring conference to discuss the budget.

Thwing Havens, Programmer Analyst and member of the LCCEF bargaining team, supported the request to have President Spilde address the budget at Spring Conference.

Rodger Gamblin, Electronic Maintenance Technician and chair of the committee on political education, requested that President Spilde clear up confusion on the budget by addressing the issue at the spring conference.

Sharon Foster, Administrative Coordinator and LCCEF Recording Secretary, also requested that President Spilde address the budget at the spring conference.

Susan Tatar, Administrative Specialist and LCCEF Treasurer, supported the request that President Spilde engage in a conversation at the spring conference.

Denise Brinkman, Network Administrator and LCCEF Grievance Chair, supported the request to have President Spilde speak to the budget issues at the spring conference.

Charles Benson, student, requested that the board approve the ASLCC Ballot Measure for OSPIRG student activity fees.

2A. Consent Agenda

McCown moved, seconded by Johnston, to approve the Consent Agenda consisting of:

- The approval of the March 12, 2008 minutes.
- Health and Wellness Building Architect Selection
- Budget Calendar Approval

Motion passed unanimously.

3. Policy Review

A. Second Reading

1. B.170, Board Vacancies

McCown moved, seconded by Hall, to approve the second reading of board policy B.170, Board Vacancies.

Motion passed unanimously.

POLICY NUMBER: B.170

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: BOARD VACANCIES

When a vacancy occurs on the board, the remaining members shall meet in regular session and elect a person to fill the vacancy from any of the qualified voters of the geographic boundary from which the vacancy occurs. The board shall request nominations from the public and shall prescribe the format in which the nominations are to be presented. Notification will include: The legal requirements for the position and the period of time for names to be recommended to the board. The members so elected shall serve until the next board election at which time a successor shall be elected to fill the remainder of the unexpired term.

ADOPTED: November 9, 1998

REVIEWED: February 11, 2004

REVIEWED: April 9, 2008

2. B.180, New Board Member Orientation

Albright moved, seconded by Holman, to approve the second reading of board policy B.180, New Board Member Orientation.

Motion passed unanimously.

POLICY NUMBER: B.180

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: NEW BOARD MEMBER ORIENTATION

All new board members will receive an orientation to Lane Community College and the role and responsibilities of the Lane board of education within the first three months of election and/or appointment. The orientation will be conducted by board members in collaboration with the president and include topics in: Governing by policy model, board policies, statutory responsibilities, and institutional financial status.

ADOPTED: November 9, 1998

REVISED: February 11, 2004

REVIEWED: April 9, 2008

3. B.190, Board Committee Principles

McCown moved, seconded by Holman, to approve the second reading of board policy B.190, Board Committee Principles.

Motion passed unanimously.

POLICY NUMBER: B.190
 POLICY TYPE: GOVERNANCE PROCESS
 POLICY TITLE: BOARD COMMITTEE PRINCIPLES

Board committees, when used, will be assigned so as to reinforce the wholeness of the board's job and so as never to interfere with delegation from board to the president.

ADOPTED: November 9, 1998

REVIEWED: February 11, 2004

REVIEWED: April 9, 2008

B. First Reading

1. B.160, Board Members' Code of Conduct

No changes were recommended to this policy. A second reading will be held in May. Meg Kieran will send electronic information to board members regarding this policy. She would like to meet with board members before the end of the year. Spilde will review the new rules to determine if there is anything we need to strengthen the policy.

POLICY NUMBER: B.160

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: BOARD MEMBERS' CODE OF CONDUCT

The board commits itself and its members to ethical, professional, and lawful conduct, including proper use of authority and appropriate decorum when acting as board members.

Accordingly,

1. Board members must represent unconflicted loyalty to the interests of the citizens of the district. This accountability supersedes any conflicting loyalty such as that to advocacy or interest groups and membership on other boards or staffs. This accountability supersedes the personal interest of any board member acting as an individual consumer of the organization's services.

2. Board members must avoid any conflict of interest with respect to their fiduciary responsibility in accordance with Oregon statutes. Should a board member apply for employment by the college, the board member must resign.

3. Board members may not attempt to exercise individual authority over the organization except as explicitly set forth in board policies.

A. Board members' interaction with the president or with staff must recognize the lack of authority in any individual board member or group of board members except as noted above.

B. Board members' interaction with the public, press, or other entities must recognize the same limitation and the similar inability of any board member or board members to speak for the board (except for the chairperson, as noted in B.050.2.C).

C. Members will give no consequence or public voice to individual judgments of the president or staff performance, except as that performance is assessed against explicit board policies by the official process.

D. As new issues come before the board, the board will first determine if a policy has been violated. If a policy has been violated, the board will specify monitoring to correct the violation. If no policy has been violated, the board may determine that clarification of an existing policy or creation of a new policy is necessary.

4. Members will respect the confidentiality appropriate to issues of a sensitive nature.

ADOPTED: November 9, 1998

REVISED: January 13, 1999

REVISED: April 14, 1999

REVISED: February 11, 2004

REVISED: July 27, 2004

2. B.200, Parliamentary Procedure

No changes were recommended to this policy. A second reading will be held in May.

POLICY NUMBER: B.200

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: PARLIAMENTARY PROCEDURE

Unless otherwise provided in board policy, or as provided in Oregon Revised Statutes, the board shall conduct all of its meetings in accord with Roberts' Rules of Order, Newly Revised.

ADOPTED: November 8, 2000

REVIEWED: March 10, 2004

4. Discussion/Action Items

A. Disability Services Presentation

Nancy Hart, Director, Lynn Lodge, Accommodation Specialist, and Cathie Reschke, Interpreter, presented information on services provided by the Disability Services Department. Disability Services needs to be on the cutting edge of technology, because more and more accommodations are provided through the means of technology. Hart distributed a Braille handout; the department has seen an increase in Braille material, even for music classes. She explained that there are many types of disabilities; some are not visible, and some people have more than one disability. We need to be sensitive as a campus community.

Hart introduced three students, Brian Pete, Terry Kaya, and David Evans, who each had some experience with the department and commented on accommodations which made Lane accessible to them.

B. Tuition Policy Proposed Revision

In January and February, the board discussed the tuition policy and requested a review of the policy. Spilde offered the following revision, with the added language noted in bold:

POLICY NUMBER: D.110

POLICY TYPE: MISCELLANEOUS

POLICY TITLE: TUITION

In order to maintain a constant tuition rate relative to inflation, each December, the board will adjust the per credit tuition rate to reflect changes in an appropriate index for two-year public colleges since the last tuition adjustment. The rate will be rounded to the nearest half-dollar and become effective the following academic year (Summer Term). Periodically and as needed, the board will review Lane's tuition rates to ensure: a) that tuition revenues are appropriate for the needs of the district and, b) that Lane's tuition is comparable with other Oregon community colleges that are similar to Lane in terms of student FTE and instructional programs. Prior to approval of the tuition increase, the board will review the index options, affordability and access for students, and the revenue requirements of the college.

ADOPTED: November 13, 2002

REVISED: July 27, 2004

REVISED: July 13, 2005

The board agreed that the added language addressed their concerns regarding adjusting tuition rates. The policy will come back at the May board meeting as the first reading.

C. ASLCC Ballot Measures

Ackerman moved that the board approve the proposed ASLCC ballot measure language as a non-binding recommendation for inclusion in the May 2008 election. The ballot measure proposes that the student activity fee continue to support OSPIRG at the rate of \$3 per student, per term.

Motion passed unanimously.

D. President's Evaluation Process

Hall moved to approve the process for the president's annual evaluation. Albright seconded.

Motion passed unanimously.

E. Board Evaluation Process

Holman moved to approve the process for the board's annual evaluation. Albright seconded.

Motion passed unanimously.

4F. Borrowing Resolution

Morgan explained that, due to our governmental status and taxing authority, Lane qualifies for a unique financial benefit in which we are able to issue tax anticipation notes (TANs) that are tax free and have low interest rates. Unneeded cash can be invested through the Local Government Investment Pool at higher taxable rates. Through this program, the college made just under \$50,000 this fiscal year. This does not have a negative impact on our bond rating.

Holman moved to approve the issuance of TANs in the amount necessary to ensure adequate cash requirements during FY09. McCown seconded.

Motion passed unanimously.

5. Accountability/Reports**A. Benchmarks**

Craig Taylor, Institutional Research and Planning director, responded to questions and comments on the following Benchmarks:

- Employees of Color as a Percent of All Employees

6. Reports

ASLCC President Max McNally reported that the voter registration goal is 1,000 by end of April, and they have 399 new registrations as of today. The Black Student Union recently held a "Get Out the Vote" Rally. An earth week celebration is planned for the week of April 20. ASLCC elections are coming up May 12 – 14. The association is hoping for better student voter participation this year.

LCCEF President Bob Baldwin reported that, as former ASLCC President, he offered support to ASLCC's right to determine their student fees and was pleased that the board approved their ballot measure. In bargaining, there is a widespread feeling that, as the budgets are becoming increasingly challenging, the last resort of administration is to address the budget shortfalls with laying off classified staff. The union will not agree to take large cuts in wages and insurance and still have layoffs. Baldwin acknowledged that we will all miss Glenn Goss, who is now on long term leave for medical reasons. Goss is known by and on a first-name basis with nearly everyone at the college.

LCCEA President Jim Salt returned today from New York after presenting at the 35th annual workshop for collective bargaining in higher education. Unfortunately, he returned to internal conflict. The college's bargaining proposal held a number of noneconomic issues and rollbacks in some areas. He asked the college not to balance the books on the backs of employees. The problems faced by the economic conflict goes beyond the ending fund balance; it threatens things like the passing of the bond. He informed the board that the Oregon Educators Benefit Board alternative insurance plan is a real opportunity for Lane. If we take advantage of these opportunities, we can start building back the budget and college stability.

Vice President Sonya Christian observed President Spilde at the AACC conference working with different organizations to position Lane and wondered how our president was going to come back to Lane and make some critical decisions. It is almost impossible for us to make further reductions. Christian recently met with Stephen Pruch on Lane's direction regarding technology in the next few years. Even with all of the reductions in Information Technology, our campus has more wireless access, expanded online classes, and equipped "smart" classes. She reported that credit instruction has grown this year, even though we have significantly reduced part-time sections. Full-time faculty have been taking on more students. Classified staff and managers have worked incredibly hard to realize that 2 percent growth. Lane has had an increase in critical technology needs and a decrease in human resources. She invited the board to the Sustainability Conference on April 16 and 17. She announced that Andrea Newton was voted Distinguished Administrator of the Year.

Associate Vice President Greg Morgan recognized that it is important that everyone understands exactly what Lane's budget situation is. If anyone has questions regarding the budget, the Budget Office is ready to answer those questions.

Board Reports

McCown reported that he recently moved and would like to be ASLCC's 400th registered voter.

Riggs-Henson suggested that a "Friends of LCC" or other political action committee be formed in case the college decides to go out for a bond measure. She asked board members who want to get involved on an informal level to contact her.

Ackerman requested a review of the marketing situation and a progress update from Funk/Levis.

Albright recently saw an article about high school experience rates among special education students and wondered if this is the kind of situation Lane should be pursuing to reach those who were not successful in high school. He just returned from a couple weeks in South America. He distributed Nuevo sols, Peruvian coins showing the image of the sun, comparing that to the sun rising under Lane's core values on the poster. He asked members to use those as a symbol of how we are collectively going to face the challenges of the college as we go through this process.

Johnston stated that it is nice to be back from her trip out of the country.

Holman reported that Sunset magazine had a reporter out at Siltcoos Station. Nothing has been published yet, but he will let everyone know as soon as he hears something.

Spilde stated that she felt she had been clear about the \$1.2 million deficit and restoring the ending fund balance, but she is willing to clarify the issue in a meeting with classified staff. The budget balancing group has been trying to come up with ideas on how to balance the budget, but to no avail. She agreed with Christian that we need an increase in faculty and staff, but the money is not there. We now have a budget, and we need to put a contingency plan of reductions on the table. If we keep going down this road, we'll be doing this forever. We need to change the way we're doing things, come together, and be sustainable.

8. Date, Place, and Proposed Agenda Items for the Next Regular Meeting

Wednesday, May 14, Boardroom, Building 3, Lane Community College

9. The board meeting unanimously adjourned at 8:48 p.m.

Mary Spilde, President/District Clerk

Pat Riggs-Henson, Board Chair